

**Minutes**  
**Historic District Commission Meeting**  
**Monday, October 19, 2015**  
**Town Hall Meeting Room, Old Town Road**  
**7:00pm**

**Present:** Members: Chair William Penn, Vice Chair Martha Ball, Mark Vaillancourt, Michael Ballard, and Dennis Riordan, W. Douglas Gilpin, Jr., and Claire McQueeny. Teresa Chmiel, Administrative Assistant was present for the recording of the minutes.

**Call to Order**

Chair William Penn called the meeting to order at 7:00pm.

Mr. Penn noted changes to the agenda; item F3 will be placed at the end of Final Review, agenda item(s) F4 and G1 will be deferred as requested information has not been received.

**Matters from the Public not on the Agenda**

No one comment from the public.

**Approval of May 18, 2015, September 2, 2015 and September 21, 2015 minutes.**

Mr. Gilpin made a motion, seconded by Mr. Vaillancourt, to approve the minutes of September 2, 2015.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeny, and Gilpin)      0 Nays

**Signs:**

**Andiamo LLC. Plat 6, Lot 88.** Application by Debra Zarrella of Block Island Cigar for an A-frame sign and to relocate an existing sign.

Debra Zarrella business owner of Block Island Cigar presented. Ms. Zarrella explained that she wishes to take an existing sign and relocate to the front of the pergola as presented in the photograph. The sign will have a clearance of 8'9" from the ground to the bottom of the sign. Mr. Penn addressed the issue of the A-frame and asked the applicant to come back with a site plan. After discussion ensued the consensus of the Commission was to have the applicant mark on the photograph the location of the A-frame sign.

Mr. Gilpin made a motion, seconded by Ms. McQueeny, to approve the application for Block Island Cigar, Andiamo, LLC Plat 6, Lot 88 based on the following findings of fact:

- The application is presented by the applicant;
- The approval is for application to relocate an existing sign;
- The sandwich board sign will be relocated in the area as designated on the official copy and agreed to by the applicant; and

**Stipulation:**

- The applicant must remove the unapproved “cigar” sign.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeney, and Gilpin) 0 Nays

**Helen S. Paquin, Trust. Plat 5, Lot 121.** Application by Meg Vitacco and Josh Maldonado of Mutt Hut to install a new sign.

Meg Vitacco and Josh Maldonado business owners of Mutt Hut presented. Ms. Vitacco explained their business had a presence at the Farmer’s Market this summer, they wish to move their business into a permanent location. Ms. Vitacco presented the Commission with a photograph showing the location for the sign. The applicants and Commission were in agreement they preferred the location of the sign on the photograph that was submitted at the meeting and not the one that was submitted as part of the application.

Mr. Gilpin made a motion, seconded by Mr. Ballard, to approve the new sign for Plat 5, Lot 121 Helen S. Paquin for the Mutt Hutt based on the following findings of fact:

- The approval of the sign will be located between two doors as presented by the applicant.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeney, and Gilpin) 0 Nays

**Preliminary Review:**

**Rita Draper, Plat 7, Lot 33.** Application by Seth Draper to construct a new barn.

Seth Draper presented on behalf of Rita Draper. Mr. Draper explained they are before the Commission for preliminary review to construct a new barn for the farm. He stated after the new barn is built the old barn will be demolished. The Commission asked if the barn would have living quarters, Mr. Draper replied no as the upstairs will be used for storage as well as feed for the animals. The design is modeled after the existing barn and the 1661 Inn.

Mr. Vaillancourt made a motion, seconded by Mr. Riordan, for preliminary approval to construct a new barn for Plat 7, Lot 33, Rita Draper based on the following findings of fact:

- The approval is for siting and massing of new construction of a barn as presented by the applicant.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeney, and Gilpin) 0 Nays

**Calvez LLC. Plat 6, Lot 119.** Application by W. Douglas Gilpin, Jr. for Christy and Becca Zendt for construction of a one story addition, extend the deck area, relocate and screen condensers, new windows, and placement of a propane tank.

Mr. Gilpin recused as he is presenting on behalf of Christy and Becca Zendt. Mr. Gilpin stated this is for preliminary review. He discussed the proposed changes as submitted in a document dated 7 October 2015:

- New one-story sunroom in the Southwest inside corner;
- New 2'8" wide windows flanking South Mermaid door;
- Extend south facing deck an additional 4'6";
- 7' Lattice screening of the air conditioning condenser located in the Northwest corner;
- Relocated South shed roof condenser to the South side of the new addition; and
- Propane tank to be located adjacent to small garden shed at the Southwest corner.

Ms. McQueeney made a motion, seconded by Mr. Vaillancourt to approve preliminary review for Calvez LLC, Plat 6, Lot 119 as presented by W. Douglas Gilpin, Jr. FAIA.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeney, and Gilpin)      0 Nays

Mr. Gilpin returned to the meeting.

**Final Review:**

**Helen S. Paquin, Trust. Plat 5, Lot 121.** Application by Helen Paquin to replace a wooden picket fence with a stone wall.

Lynn Paquin property owner presented. Ms Paquin gave details on why she wishes to replace the wooden picket fence with a stone wall. She explained that the existing fence is 32 years; she researched replacing with a similar style, however quotes around 50K for a composite plastic fence is not her choice of materials. As she explored other options, she believed a stone fence will be more appropriate. The applicant submitted a hand-drawn site map and photos of the existing 300' fence. The proposed stone wall will remain the same length as the existing fence (approximately 300').

Mr. Gilpin made a motion, seconded by Ms. McQueeney to approve a stone wall for Plat 5, Lot 121 Helen S. Paquin, Trust based on the following findings of fact:

- The approval is to replace the wooden picket fence with a new stone wall;
- The proposed wall will not have a stone cap as shown in the photographs; and
- The wall will be a mortar mix with a dry laid appearance

6 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, and McQueeney)      0 Nays  
1 Recuse (Gilpin)

**BI Resorts, Inc. Plat 7, Lot 27.** Application by 251 Spring Street, LLC for exterior alterations: new doors, railing, condensers, fence enclosure, and remove garage door and replace with shingles.

Mr. Penn discussed with Commission, applicant, and owner of the incredible history of this building. He further stated this was the first building to receive a historic tax credit for the Town and State.

Michael Abbott, principle architect presented on behalf of the applicant 251 Spring Street, LLC. Mr. Abbott walked the Commission through each elevation summarizing the proposed changes.

**East Elevation:**

On the 2<sup>nd</sup> floor the existing tower door opens out to the deck, the applicant is proposing removing four windows and replacing with a custom doors to match the existing tower door. The plan is being proposed to allow each guest a private opening from their room to the porch. The railing will be rebuilt to meet code and safety. The proposed railing as shown in the drawing is a combination of vertical and an "X". A bronze screening will be placed on the backside of the "X" railing. Mr. Penn asked "Are these a/c units on the second floor"; Mr. Abbott replied "Yes". Mr. Riordan asked "Are they there now"; Mr. Abbott replied "No". Mr. Abbott further explained these units will be mini splits about the size of a suitcase. These individual units will service each room. Mr. Riordan asked "How will you screen them", Mr. Abbott replied "With the new railing and deck". The Commissioners discussed the following:

- Mr. Gilpin discussed an "X" railing straight across, he referenced the same railing design on the Mitchell cottage. He asked if the proposed doors could be designed to mimic a window as this would appear as a row of windows across the porch.
- Mr. Ballard noted that it is important to keep simple and uncluttered; he preferred the baluster railing as it would hide the condensers and "stuff", as a single baluster is more appropriate.
- Mr. Vaillancourt also preferred the vertical railing as it screened the condensers.
- Ms. Ball preferred the look that mimics the drugstore (Inn at Old Harbor).

**South Elevation:**

The plan is to clean up the service area and create a parking lot that is more organized. The following changes are being proposed:

- New walkway around to the backside of the existing terrace;
- Define parking lot with landscape timbers that will be flushed with the ground;
- Remove garage door infill with shingles to match existing;
- Install new door, which will access the handicap restroom;
- New fence enclosure to screen mechanics; and
- Install new dryer vent; and new a/c condensers.

**West Elevation:**

On the lower level the following proposed changes:

- Proposed new patio area including an outdoor bar;
- New condensers; and

- A new retractable awning to cover the existing patio;

First floor the following proposed changes:

- New deck and railing, new French door; and
- New a/c condensers

Second floor includes a new door connection. No changes to the third floor.

### **North**

North elevation reflects the new connection on the upper deck

Mr. Gilpin, Jr. made a motion, seconded by Mr. Vaillancourt, for preliminary approval for BI Resorts, Inc. Plat 7, Lot 27 for 251 Spring Street, LLC based on final review subject to details:

- The approval is for preliminary review at the preliminary level with the following stipulations:  
**Stipulations (Applicant will return for final review):**
- The applicant will return with two alternative railing schemes of the east porch railing;
- The applicant will return with revised design of doors that lead out to the east porch, mimicking one over one window pane style configuration; as well as
- Consideration of doors or no doors;
- The applicant to review all condensing units, existing appurtenances, and mechanicals and provide proper screening for all that can be easily seen, not only on the property but also from the street and other areas of long range view;
- Generally approved the direction as presented on the plans dated 1/10/2015;

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeney, and Gilpin)      0 Nays

**The Hill at Mill Pond. Plat 6, Lot 72-2.** Application by W. Douglas Gilpin for Plans Change request for a previously approved HDC submittal.

Mr. Gilpin recused himself, because he is representing the applicant. Mr. Gilpin explained that an application was submitted, reviewed, and approved in 2010 for Plat 6, Lot 72-2. The owner wishes to have a second means of egress.

He is before the Commission as the owner wishes to have a second means of egress. The plan change request is to add a three (3') foot wide staircase and rails to meet code, the stairway will be located on the backside of the building that meets a window, the window will be replaced with a door. The wood will be painted or stained.

Mr. Penn made a motion, seconded by Ms. McQueeney to approve the modifications as submitted by W. Douglas Gilpin, Jr. FAIA.

6 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, and McQueeny)  
1 Recuse (Gilpin)

0 Nays

Mr. Gilpin rejoined the meeting.

**Settler's Rock Realty LLC. Plat 6, Lot 155.** Application by Julian Costanzo to install infill windows at existing service counter, new service window, modification of rear exit, and fenced enclosure adjacent to rear exit.

Julian Costanzo was present in the audience; he addressed the Commission regarding the application. Mr. Costanzo stated due to the sign violations and the fines involved he may have to re-budget this project.

This item was deferred.

**Old Business – Follow-up**

**Island Enterprises, Inc. Plat 8, Lot 84.** Re: Glen Fontecchio update with Virginia Hesse on the screening of condensers.

No information has been submitted from Glen Fontecchio. This item was deferred.

**Update on Notice of Violation: Plat 6, Lot 155 – 231 Water Street**

**Letter from Marc Tillson dated October 7, 2015** to Katherine Merolla to initiate legal proceedings to comply with the Zoning Section 504, Signs for Plat 6, Lot 155.

The Commission is in receipt of a letter from Marc Tillson to Katherine Merolla dated October 7, 2015.

**Second Notice of Violations issued for Plat 6, Lot 155 – 231 Water Street.**

The Commission received copies of Second Notice of Violations for signage for Settler's Rock Realty LLC.

**Discuss/Act on Draft Sign Ordinance dated October 6, 2015.**

Mr. Penn made a motion, seconded by Ms. McQueeny, to approve the draft as presented; asking Don Packer to review and then forward to the Planning Board

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeny, and Gilpin)

0 Nays

**Receipt of an email from Alison Ring, Town Planner/GIS Administrator dated October 9, 2015 re: Supreme Court Ruling on Signage and Inclusionary Zoning Guidance.**

No action was taken.

**Correspondence**

**Letter from Pamela Gasner dated September 24, 2015 to Danielle Ross re: Invitation to Comment on Historic Properties Affected by Proposed Utility Structure Non-Tower Collocation.**

Ms. Gasner representing the Block Island Historic Society responded to the inquiry of historic properties that may be affected by proposed antennas placed on utility poles. Mr. Penn and Mr. Gilpin along with Ms. Gasner and Sharon Lehman met with a representative from Verizon Wireless. Verizon Wireless will submit an application with revised plans to present at the November HDC meeting.

**Adjournment.**

Ms. McQueeny made a motion, seconded by Mr. Gilpin, to adjourn the meeting at 9:35pm.

7 Ayes (Penn, Ball, Vaillancourt, Ballard, Riordan, McQueeny, and Gilpin)      0 Nays

Respectfully submitted,

Teressa L. Chmiel

Administrative Assistant Building & Land Use Department

Approved: November 16, 2015